HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD
TECHNICIAN VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT # 10-083A OPEN PERIOD: 4/19/2010 – 6/30/2010	JOB TITLE: Information Technology Specialist (PLCYPLN)	PAY GRADE AND SERIES: GS-2210-11 PAY RANGE: $67,963 - $88,349

POSITION LOCATION: Moffett FAF, CA. UNIT: 129th RQW	APPOINTMENT TYPE: INDEFINITE - DUAL STATUS AREA OF CONSIDERATION: CURRENT CALIFORNIA NATIONAL GUARD MEMBERS/TECHNICIAN Military grade of E-7.
PDCN #: 80869000 Security Clearance Required: Secret	Compatible Military Grade Assignment: AFSC 3D1XX. Key Requirements: Within six months of hire date, must maintain Network+ and Project+ (DOD8570 initiative) certification IAW Computing Technology Industry Association (Comp TIA) and current AF Directives.

THIS IS AN INDEFINITE POSITION

Selectee may be non-competitively converted to permanent status if/when funding becomes available

This position is located in the Plans and Resources Flight of a Base Communications Squadron. The purpose of this position is to serve as a technical advisor to local installation information technology (IT) and communications users in the area of policy and plans as related to IT and communications systems. This involves planning, development, management, and enforcement of approved ANG and local information technology (IT) and communications architecture. Serves as the lead manager of IT and communications projects, acquisition and control of equipment and services at Flying Wing, tenants and geographically separated units if assigned. Sixty percent of the work performed involves Information Technology issues and systems with the remaining forty percent involving telecommunications specific issues and systems.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.

PAYMENT OF PERMANENT CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) IS NOT authorized, based on a determination that PCS move is not in the Government interest

Position Requires Travel: Infrequent/Rare.

QUALIFCATIONS and EVALUATION:
General: Technical, analytical, supervisory, or administrative experience which has demonstrated the candidates ability to analyze problems of organization, work force, information requirements, etc. sand provide systematic solutions; and the ability to deal satisfactorily with others.

Information Technology Specialist (PLCYPLN): Must have 36 months of specialized experience that demonstrated accomplishment of computer project assignments that required a range of knowledge of computer requirements and techniques; experience in developing modifications to parts of a system that required significant revisions in the logic or techniques used in the original development; the assignments must have shown completion of the following, or the equivalent: knowledge of the customary approaches, techniques, and requirements appropriate to an assigned computer applications area or computer specialty area in an organization; planning the sequence of actions necessary to accomplish the assignment where this entailed coordination with others outside the organizational unit and development of project controls; and adaptation of guidelines or precedents to the needs of the assignment.

KNOWLEDGE, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Ability to research and analyze data.
2. Ability to communicate orally and in writing.
3. Skill in organizing work in a logical sequence.
4. Knowledge of computer programming techniques.
5. Skill in evaluating and making recommendations for automated data processing programs and equipment.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: A maximum of 12 months of the required experience may be substituted by successful completion of undergraduate study in an accredited college or university at the rate of 30 semester hours for 12 months of experience. The education must have been in a computer related field such as computer science, data processing, or information processing science.

COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

CONDITIONS OF EMPLOYMENT:
- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA Air National Guard and wear appropriate military uniform and comply with required grooming standards.

HOW TO APPLY:

1. **Submit an Optional Form (OF) 612, Optional Application for Federal Employment OR a current resume.**
2. **Submit any required documents (see Required Documents below).**
3. **Submit application package and title file "Resume" or "Application" with your first and last name to the California National Guard – HRO Office via email at: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL**
4. **Please ensure that the Vacancy Announcement number and position title is indicated in the "subject" line of email.**
5. **When emailing documents, please submit them in one PDF file or Word file.**

IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN 2 BUSINESS DAYS, PLEASE CONTACT THE HRO STAFFING TEAM AT (916) 854-3350

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment **OR** current resume (mandatory)
- Transcripts, if applicable

OPTIONAL DOCUMENT (Application Packet):

- SF 181, Ethnicity and Race Identification Form

THE FOLLOWING DOCUMENTS ARE NOT ACCEPTABLE AS ATTACHMENTS TO APPLICATIONS: PHOTOGRAPHS, COPIES OF POSITION DESCRIPTIONS, TRAINING CERTIFICATES, PERFORMANCE RATINGS (CIVILIAN OR MILITARY), AWARDS OR LETTERS OF APPRECIATION.

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER